EXHIBIT SPACE CONTRACT

Government Finance Officers Association

121st Annual Conference

June 6 – 9, 2027 | Exhibit Dates: June 6 – 8

Reach the leaders driving public finance. Connect with thousands of public finance professionals at GFOA's premier annual event. Meet CFOs, finance directors, treasurers, budget officers, and other key decision-makers actively seeking innovative products, services, and solutions to help their organizations better serve their communities. Showcase your expertise, build relationships, and expand your presence in the public finance community.

EXHIBIT BOOTH DETAILS

- Each booth is a 10' x 10' (or multiples thereof)
- Booths are priced at **$2,900 per 10' x 10'**
- Contracts must include either full payment or a 50% deposit
- Booth space is assigned after payment is received
- Booth space is assigned on a first-come, first-served basis
- There is no deadline to submit a contract; however, contracts received after March 26, 2027, must include payment in full

BOOTH FEES:

Size	Full Price
10' x 10'	$ 2,900
10' x 20'	$ 5,800
10' x 30'	$ 8,700
20' x 20'	$11,600
20' x 30'	$17,400
20' x 40'	$23,200

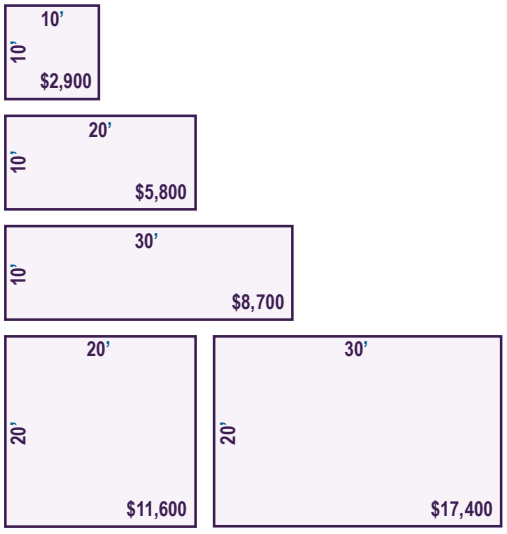
QUESTIONS?

Contact: Alison Simonian ▪ alison.simonian@gfoa.org
Learn more: GFOA.org/conference

BOOTH PACKAGE INCLUDES:

- Three complimentary exhibit hall only badges per 10' x 10' of booth space
- Company name listed on the 2027 conference website and mobile app (with hyperlink)
- 8' high rear drape, 3' high side rail drape*
- 7" x 44" two-line identification sign*

Note: Furniture, carpet, electrical, internet, and A/V are not included with booth space. All booths must be carpeted. Freeman, GFOA's official contractor, will provide a service manual in March 2027 with ordering details for all ancillary services. *Included with inline booths only



Secure your exhibit space today. Complete the attached application & submit it to alison.simonian@gfoa.org.

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Contact Name

Title

Company Name

Mailing Address

City State/Province Zip/Postal Code

Phone

Email (Required)

Company URL

Exhibitor Acceptance: In accordance with the terms set forth herein, the company set forth above ("Company" or "Exhibitor") contracts for exhibit space with Government Finance Officers Association of the United States and Canada ("GFOA") at GFOA's 121th Annual Conference, June 6–9, 2027. The company agrees to all terms and conditions set forth herein and agrees to abide by the Exhibitor Rules and Regulations, and any amendments thereto (the "Rules"), a copy of which are attached hereto and incorporated herein by reference. Upon acceptance by GFOA, this application and the Rules shall be referred to as the "Exhibitor Agreement." (Please also initial all pages)

Signature (Authorized Company Representative)

Printed Name

Title

Date

EXHIBIT BOOTH SELECTION

Please indicate your top four booth selections. GFOA will make every effort to assign booth space in proximity to the areas you have selected.

x

Booth Size Requested

First Choice Second Choice

Third Choice Fourth Choice

Please indicate companies you do not want to be near

Exhibit Booth Total: $

PAYMENT (please check one)

☐ **Pay by ACH:** Banking details available upon request

☐ **Pay by check:** Make payment to "Government Finance Officers Association"
Remit to: GFOA, 203 North La Salle Street, Suite 2700, Chicago, IL 60601-1210

☐ **Pay by credit card**

If paying by credit card, your company invoice will be accessible for payment through your GFOA user account. If no user account exits, one will be created.

Contact Name Contact Email

GFOA Tax ID Number: 36-2167796

SUBMIT YOUR COMPLETED APPLICATION TO ALISON.SIMONIAN@GFOA.ORG

Cancellation Policy

* Cancellations must be received in writing. The date of receipt of such notice will be used as the official cancellation date.
* Any cancellation received prior to April 9, 2027, will incur a cancellation fee of 50% of the total booth cost.
* Any cancellation received April 9, 2027 or after, will forfeit all monies paid and the company is responsible for paying the full cost of the contracted booth space. GFOA reserves the right to cancel any booth not paid in full by April 9, 2027.

Sponsorship

Sponsorship opportunities will be available starting in late 2026 or early 2027. If you are interested in becoming a sponsor, visit GFOA.org/sponsor to see available opportunities and download a sponsorship form later this fall.

2026 Conference Exhibitor/Sponsors have first choice of 2027 booths based on their level of commitment. Become a GFOA 2027 sponsor to improve your assignment privileges.

Exhibitor Initials _____

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EXHIBITOR RULES AND REGULATIONS

These Exhibitor Rules and Regulations (the "Rules" and together with the application, the "Exhibitor Agreement") are a bona fide part of the contract for exhibit space with Government Finance Officers Association ("GFOA" or "show management"). Each exhibitor ("Exhibitor"), on behalf of itself and its employees, officers, directors, agents and contractors, agrees to abide by these Rules and by any amendments or additions hereafter made by show management.

1. Cancellation and Refunds

Failure to appear at the conference does not release Exhibitor from responsibility for payment of the full cost of the contracted booth space. In the event of cancellation, space reverts back to show management for use at its sole discretion. Show management's ability to resell the space shall not affect the refund schedule.

2. Rental and Assignment of Booth

Whenever possible, booth assignment will be made by show management in keeping with the preferences as indicated on booth contract. Show management, however, reserves the right to make the final determination of all space assignments in the best interests of the conference.

3. Rejection of Application

Show management reserves the right to reject an application for booth space, refuse rental of booth space, cancel booth space after an application is approved, or curtail or close exhibits or parts of exhibits at any time prior to or during the conference. This extends, without limitation, to persons, things, printed matter, products, and conduct determined by show management, in its sole discretion, to be contrary to the character, objectives or best interests of the conference or suitable for its attendees. The enforcement of this right is at the sole and absolute discretion of show management.

4. Use of Space, Subletting Space

No Exhibitor may assign, sublet, or portion their space to another business entity or individual without the express permission in writing from show management. No Exhibitor may show or demonstrate products or services other than those manufactured or handled in the normal course of their business.

Should any item from a non-exhibiting firm be required for operation of display, identification of such item shall be limited to the regular name plate or trademark under which same is sold in the general course of business. Sharing space with individuals or companies not officially represented by the contracting exhibitor is strictly prohibited and may result in eviction and removal from the conference.

5. Operations of Exhibits

Show management reserves the right to restrict the operation of, or evict completely, any exhibit, which in its sole opinion, detracts from the general character of the conference as a whole. This includes, but is not limited to, an exhibit, which because of noise, flashing lights, method of operation, display of unsuitable material, is determined by show management to be objectionable to the successful conduct of the conference as a whole. All demonstrations or other promotional activities must be confined to the limits of the contracted booth space. Sufficient space must be provided within the booth space for the comfort and safety of attendees watching demonstrations and other promotional activities. Each Exhibitor is responsible for keeping the aisles near its booth space free of congestion caused by demonstrations or other promotions.

6. Sampling of Food or Beverages

Exhibitors may not, without GFOA prior written consent, distribute food or beverage samples. **All arrangements for the provision of food or beverage must be made through the official contractor of the convention center, Sodexo Live**. Information will be included in your Exhibitor Service Portal.

7. Literature Distribution

All demonstrations or other activities must be confined to the limits of the Exhibitor's contracted booth space. Distribution of circulars may be made only within the booth space assigned. Exhibitors in the aisles, meeting rooms, registration areas, lounges, or grounds hosting the conference shall not distribute advertising circulars, catalogs, folders, or devices. Trade publishers are prohibited from soliciting advertising during the show. Trade publications may be distributed from their booth.

8. Exhibitor Representatives

Exhibitor's representatives must be properly registered and wear their GFOA badges at all times. Exhibitor assumes full responsibility for its employees and authorized representatives and is responsible for ensuring that these Rules, as well as the terms of the Exhibitor application and agreement with show management, are strictly followed.

9. Sound

Exhibits which include the operation of musical instruments, radios, sound projection equipment, or any noisemaking machines must be conducted or arranged so that the noise resulting from the demonstration will not annoy or disturb adjacent exhibitors and their patrons, nor cause the aisles to be blocked. Operators of noisemaking exhibits must secure approval of operating methods before the exhibit opens. Show management shall be the sole judge of what constitutes appropriate sound levels.

Exhibitor Initials _____

10. Sales

Cash and carry sales are prohibited. Samples or souvenirs may not be sold.

11. Arrangement of Exhibits

In March 2027, Freeman, GFOA's official decorator, will provide each exhibiting company with a link to the Exhibitor Service Kit. The kit describes the type and arrangement of exhibit space and the standard equipment provided by show management for booth construction. All booth space must be arranged and constructed in accordance with the guidelines, provisions, and limitations contained in the exhibitor kit. If, in the sole opinion of show management, any exhibit fails to conform to the exhibitor kit guidelines, or the provisions set forth herein, such exhibit will be prohibited from functioning at any time during the conference and no refunds will be issued. Exhibits not conforming may be dismantled or modified, at the Exhibitor's cost, at the sole judgment and discretion of show management.

12. Carpet

Exhibitors are required to and are responsible for carpeting their entire booth space. Booths not fully carpeted by two hours prior to show opening will be carpeted at the Exhibitor's expense.

13. Booth Design

All display material is restricted to a maximum height of four feet, except the back-wall, which is limited to 8 feet high and 30 inches deep. Exhibit backgrounds, lighting fixtures, etc., may not exceed the 8-foot height limit. Signs, logotypes, etc., may not be placed higher than 8 feet from floor level. Island booths are restricted to a maximum height of 16 feet high.

14. Two-Story Booths

Plans for all two-story booths must be submitted to the Convention Center a minimum of 90 days prior to installation, stamped by a licensed Louisiana structural engineer. Plans will be reviewed by the The New Orleans Fire Marshal for approval. If the compliance regulations are not met, the Convention Center has the authority to end the work and prohibit occupancy.

15. Fire Requirements

Lasers must be self-contained inside booth and shall not scan the audience. Lasers used for any other purpose require the prior written approval of the fire department.

Booth construction and decoration materials must be fire retardant. It is suggested that a certificate of retardancy be available at the show to prevent the need for possible on-site testing of the material. Fabrics must pass the NFPA-701 Code, and all other construction and decoration materials must pass the NFPA-03 Code as well as the UL-1975 test. In addition to the requirements enumerated above, all exhibits must adhere to National Fire Protection Association 101 (2003 Life Safety Code), Section 12.7.4.3 and all other applicable codes and standards related to exhibits.

16. Exhibits and Public Policy

Each Exhibitor is charged with knowledge of and is responsible for compliance with all applicable state, county, and city laws, ordinances, and regulations pertaining to health, fire prevention, and public safety while participating in the conference. No part of the exhibit hall or convention center shall be defaced in any manner, nor shall signs or other articles be posted, nailed, taped, or otherwise affixed to any pillars, doors, walls, or other parts of the building.

All booth decorations must meet flame proofing codes. All exits, hallways, aisles, and fire control apparatus must remain clear and unobstructed at all times. Electrical equipment and wiring must conform to the National Electrical Code Safety Rules. Use of butane or bottled gas is not permitted. Helium balloons are not permitted inside the convention center. The New Orleans Ernest N. Morial Convention Center is a smoke-free facility.

Exhibitors will not be permitted to store behind their booth background any excess material such as cardboard, cartons, literature, etc. If unusual equipment or machinery is to be installed, the Exhibitor must communicate with Freeman for information concerning facilities or regulations. Exhibitors must comply with all city and state fire regulations.

Independent contractors must conform and comply with these Rules and all Show management, Freeman, and the New Orleans Ernest N. Morial Convention Center guidelines. All exhibit labor must comply with established labor jurisdictions and requirements.

17. Installation and Removal

Show management reserves the right to fix the time for the installation of a booth prior to the conference opening and for its removal after the conclusion of the conference. Any space not claimed and occupied three (3) hours prior to the conference opening may be resold or reassigned without refund. Installation of all exhibits must be fully completed by the opening time of the exposition hall at 9:30 am on Sunday, June 6, 2027.

18. Storage of Packing Crates and Boxes

Unattended freight in any booth space as of one (1) hour prior to the opening of the conference will be removed and stored at the Exhibitor's sole risk and expense.

Exhibitors will not be permitted to store packing crates and boxes in their booths during the exhibit hours. It is the responsibility of the Exhibitor to mark and identify their crates. Crates not properly marked or identified may be destroyed. Show management assumes no responsibility for the contents of crates or boxes improperly labeled as "empty."

Crates, boxes, or other exhibit materials unclaimed by the Exhibitor after the conference will be removed at the Exhibitor's expense. Freeman will bill Exhibitors for removal time and materials at prevailing rates. Show management, Freeman, and/or the New Orleans Ernest N. Morial Convention Center shall not assume any liability whatsoever for loss or damage to any Exhibitors' property.

19. Americans with Disabilities Act

Each Exhibitor is responsible for compliance with the Americans with Disabilities Act ("ADA") within its booth and assigned space and is responsible for ensuring that its booths are accessible to individuals with disabilities. Exhibitor hereby indemnifies and holds GFOA, Freeman, and the New Orleans Ernest N. Morial Convention Center, harmless from and against all cost, expense, liability, or damage which may be incident to, arise out of, or be caused by Exhibitor's failure to comply with the ADA.

Exhibitor Initials _____

20. Liability and Security

GFOA, the New Orleans Ernest N. Morial Convention Center, and their respective employees, officers, directors and agents are not and will not be liable or responsible for any injuries, theft, loss, damage of whatever nature, direct or indirect, to an Exhibitor, its employees, agents, goods, or property of any of the foregoing, arising from or in connection with any act or omission whatsoever, [except for acts or omissions constituting gross negligence or willful misconduct under the applicable law]. Exhibitor shall indemnify, defend and hold the GFOA, the New Orleans Ernest N. Morial Convention Center and all agents and employees thereof (hereinafter collectively called "Indemnities") forever harmless from and against any and all losses, costs, claims, damages, penalties, demands, liability or expenses (including attorney's fees) arising out of or relating to: (i) violations of or non-compliance with any applicable law or ordinance by the Exhibitor, its employees or agents or those holding under the Exhibitor; and/or (ii) any property damage or accident of bodily injury or other occurrence to any person or persons, including the Exhibitor, its agents, employees, business invitees or guests, which arise from or out of or by reason of said Exhibitor's occupancy and use of the exhibition premises, Exhibitor's booth, the convention center or any part thereof [except for those matters directly caused by the sole negligence of Indemnities].

21. Exhibitor Insurance

All property of the Exhibitor is understood to remain under its custody and control in transit to and from or within the confines of the exhibit area. The Exhibitor understands that neither GFOA nor the New Orleans Ernest N. Morial Convention Center maintain insurance covering the Exhibitor's property and it is the sole responsibility of the Exhibitor to obtain such insurance. Exhibitor shall carry Comprehensive General Liability coverage (in no less than the amounts indicated below) during the entirety of the conference, including:

General Liability:

$1,000,000	Premises Operations
$1,000,000	Product and Completed Operations
$1,000,000	Personal Injury Legal Liability
$1,000,000	Per Occurrence
$2,000,000	Annual Aggregate

Hired and Non-Owned Auto Liability - $1,000,000 per accident

Statutory Workers Compensation with Employers Liability with a limit of at least $500,000.

Exhibitor shall deliver to GFOA certificates of insurance evidencing such coverage and naming GFOA as co-insured (or additional insured) no later than **April 9, 2027**.

Exhibitors utilizing Exhibitor Appointed Contractors (EAC) must also ensure that each EAC submits proof of insurance..

22. Force Majeure

GFOA shall not be liable for failure to perform its obligations under these Rules or the Exhibitor Agreement as a result of strikes, riots, acts of nature, government intervention, or any other causes that shall make it impossible or inadvisable to hold the conference or portion thereof at the time and place herein provided. Then and thereupon the Exhibitor Agreement shall terminate and said Exhibitor shall and does hereby waive any claim for property or other damages or compensation except the pro rata refund on the amount paid after deduction of actual expenses incurred in connection with the show and there shall be no further liability on the part of either party.

23. Indemnification

Exhibitor shall indemnify and defend (with counsel acceptable to GFOA) and hold harmless GFOA and its respective officers, directors, employees and agents against any and all liabilities, losses, claims, costs, interest, penalties, demands, expenses and damages whatsoever (including reasonable attorneys' fees and costs of suit) arising out of or relating to: (i) any breach by Exhibitor of any obligation, representation or warranty in the Exhibitor Agreement or in these Rules; (ii) any business operations of or under the control of Exhibitor or any of its employees and/or agents in connection with the conference, or occupancy and use of exhibit space; (iii) any acts or omissions of Exhibitor or any of its employees and/or agents, including acts or omissions resulting in damage to the venue premises, the booth space or to equipment used in connection with the foregoing; and (iv) any claim by Exhibitor's employees and/or agents arising from or related to any agreement between Exhibitor and such employees and/or agents.

24. Social Functions/Special Events

Any social function or special event planned by an Exhibitor to take place during the conference must be approved in advance by GFOA in writing and may not conflict with any event or program scheduled by GFOA.

25. Giveaways

All giveaways must be pre-approved by GFOA.

26. Use of GFOA Name/Logo

The GFOA name, logo and acronym are proprietary and may not be used in signs, advertising, promotions or any product literature either inside or outside the exhibit hall. This rule applies before, during and after the conference, unless prior authorization has been received from GFOA.

27. Specific Changes to Regulations

Any and all matters not specifically covered by the preceding Rules and regulations shall be subject solely to the decision of GFOA. GFOA and its agents shall have the sole power to interpret, amend, and enforce these Rules, provided any amendments, when made, are brought to the notice of the Exhibitors. Each Exhibitor, for themselves and their employees, agrees to abide by the foregoing Rules and by any amendments or additions thereto made in conformance with the proceeding sentence. GFOA's decision and interpretation shall be accepted as final in all cases and shall be binding upon Exhibitors.

Exhibitor Initials _____